



IOWAccess Monthly Status Report

November, 2005

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November, 2005 Update

Recap of November IOWAccess Advisory Council Meeting Funding Recommendations

At the November 9, 2005 meeting the IOWAccess Advisory Council made the following spending recommendations:

- To approve an additional \$53,000 for software development for the 28E Project.
- To approve \$35,000 for the Department of Management's County Budget Electronic Download Project.
- To approve \$3,000 for web hosting fees for the DAS Bid Posting Website.

IOWAccess RFP

Two responses to the reissued IOWAccess RFP were received from vendors. One proposal came from Iowa Interactive, the current services vendor, and the other proposal was received from Software Engineering Services of West Des Moines, Iowa. The scoring committee's initial meeting is scheduled for Wednesday, November 30, 2005.

Revisions to the IOWAccess Financial Report

IOWAccess projects are funded for specific phases or expenses as they are brought before the IOWAccess Advisory Council. Approved funding for projects often occurs in more than one fiscal year. Some past projects have one entry with a single billing code while others have separate entries and separate billing codes for each phase or approved expenditure. This has led to some of the confusion, resulting in the erroneous reporting of negative balances in certain instances. In order to establish the required accountability and appropriately match the expenditures to the IOWAccess Advisory Council's funding actions, DAS has agreed upon a standardized accounting process for all authorized IOWAccess projects. The IOWAccess Advisory Council typically recommends funding for one of three things – the Planning Phase, the Execution Phase, or specific expenditures (e.g. web hosting fees). To clarify the reporting, all funding actions will be reported with a project name and unique billing account number and will be identified by the Phase or purpose for funding.

Example 1. If Customer A receives \$25,000 in funding for Project X – Planning Phase, the following entry would be made:

Project Name	Organization	Sub-Org	Pace Billing Code	Project Funds Approved	Spent	Remaining Balance
Customer A Project X Planning Phase	IOWAccess Revolving Fund	nnn	099A	\$25,000	0	\$25,000



Example 2. If Customer A spends \$24,500 on the Planning Phase and subsequently receives \$60,000 for the Execution Phase for the same project, the entries would show:

Project Name	Organization	Sub- Org	Pace Billing Code	Project Funds Approved	Spent	Remaining Balance
Customer A Project X Planning Phase	IOWAccess Revolving Fund	nnn	099A	\$25,000	\$24,500	\$500
Customer A Project X Execution Phase	IOWAccess Revolving Fund	nnn	099B	\$60,000	0	\$60,000

If Customer A receives an additional \$5,000 on the Execution Phase and subsequently receives \$3,000 for hosting fees, the entries would show:

Project Name	Organization	Sub- Org	Pace Billing Code	Project Funds Approved	Spent	Remaining Balance
Customer A Project X Planning Phase	IOWAccess Revolving Fund	nnn	099A	\$25,000	\$24,500	\$500
Customer A Project X Execution Phase	IOWAccess Revolving Fund	nnn	099B	\$65,000	\$65,000	\$0
Customer A Project X Hosting Fees	IOWAccess Revolving Fund	nnn	099C	\$3,000	\$0	\$3,000

This accounting method addresses the problems encountered in the past by initiating a new project for each Phase or expense funded. Additional funding within a phase will be added to the existing account. Such entries can be more easily associated with the actions taken by the council. Once a phase is completed, such as the Planning Phase above, it can be closed out and any remaining balance can be reverted to the IOWAccess Revolving fund. Additionally, the Sub-Org associated with the Planning Phase will be deactivated so no further billings can be charged against the associated billing code.

In addition to these changes, DAS Finance will sort the entries by Agency, then by project within Agency. This will simplify associating the project names and billing codes for the same projects and group all funding by agency.

Letter of Appreciation from the Department of Inspections and Appeals to the IOWAccess Advisory Council

Steve Young, Director of the Department of Inspections and Appeals, sent a letter of appreciation to Sheila Castaneda thanking the IOWAccess Advisory Council for your support of the "Informed Dining" website development. The text of Director Young's letter is reproduced on the next page.



November 16, 2005

Ms. Sheila Castaneda, Chairperson
IOWAccess Advisory Council
c/o Iowa Department of Administrative Services
Hoover State Office Building
Des Moines, IA 50319

Dear Ms. Castaneda:

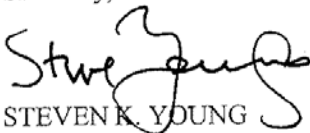
During last week's IOWAccess Advisory Council meeting, David Werning, public information officer for the Iowa Department of Inspections and Appeals (DIA), expressed my gratitude to the Council for its continued support of DIA's 'Informed Dining' web site development. As you now know, the web site was officially launched last Wednesday. Since its deployment, thousands of Iowans have used the web site to review restaurant inspection reports on the more than 21,000 licensed establishments operating in our state.

Let me again thank the IOWAccess Advisory Council for its support throughout the two years it has taken to develop and deploy this unique web site. As you were told at the Council meeting, DIA's 'Informed Dining' site is the only one of its kind in the nation. Only the City of Los Angeles has a similar web site for those restaurants operating within the city limits – 'Informed Dining' however, is the only statewide web site. The media release issued by the Department to announce the unveiling of the 'Informed Dining' web site was recently distributed across the country by the U.S. Food and Drug Administration. Hopefully, this joint venture by DIA and the Information Technology Enterprise (ITE) will garner the nationwide attention it deserves.

During the next few months, we will be adding new and enhanced features to the 'Informed Dining' web site, including the ability to search for multiple restaurants by name or location. It also has been suggested that a 'mapping' feature be added so that Iowan's can more easily locate a particular restaurant in the state. While such enhancements would certainly maintain the site's top-notch functionality, none of this would have been possible without the funding from and support of the IOWAccess Advisory Council, and the hard work of the ITE programmers.

In closing, please express my appreciation to your fellow Council members for their confidence in DIA's project to better inform Iowa consumers about restaurant and food safety. The 'Informed Dining' web site is truly a remarkable project that will serve as a model for similar projects across the country.

Sincerely,


STEVEN K. YOUNG
Director

cc: Mollie Anderson
John Gillispie
Mark Uhrin
Jeff Johnson



Information Technology Enterprise – IOWAccess Project Status Report for November, 2005

Department	Project Name	Approved	Phase Approved / Funded	Amount	Status	Planning start	Planning End	Coding Start	Completion / Rollout
Campaign Ethics	Misc. Contribution Tracking	11/3/2003 7/13/05	Overall Added Funding	\$ 7,000.00 \$104,553.00	Have started coding.	1/15/2005	6/1/2005	11/15/2005	
Inspections & Appeals	Food Inspections Online	11/3/2003 Add'l Funds 4/19/04 Phase 2 funding 5/11/05	Overall	\$178,333.00	Application now in Production. Can be accessed at: http://foodandlodgingreports.iowa.gov/	Phase 2 start 1/31/05	Phase 2 end 5/1/2005	5/16/2005	11/9/2005
Inspections & Appeals	Targeted Small Business Online	11/3/03	Overall	\$ 45,000.00	Have Requirements draft completed and held initial review with customer. Will have ready for final review 12/1.	5/23/2005	12/15/2005	12/16/2005	
Inspections & Appeals	Social Gambling Online	11/3/2003 9/14/05	Overall Added Funding	\$ 55,000.00 \$ 25,000.00	Coding continues. Anticipation completion of coding by 12/29.		9/14/2005	9/15/2005	1/2/2006
Dept. Human Services	Child Development Home Registration Renewals	1/26/04	Overall	\$199,124.00	Continuing final review of Requirements with customer working group. Expect to have Execution plan finalized by 12/9.		12/9/2005	12/15/2005	
Iowa State University	28E Project	4/19/04	Overall Added Funding	\$120,660.00 \$ 53,000.00	Finalized requirements and generated draft of the Statement Of Work. Will begin coding upon acceptance of SOW.	11/23/2004	11/9/2005	12/8/2005	



IOWAccess Monthly Status Report – November, 2005
Information Technology Enterprise Update

Department	Project Name	Approved	Phase Approved / Funded	Amount	Status	Planning start	Planning End	Coding Start	Completion / Rollout
Dept. of Public Safety	Criminal History Background Check	6/17/04	Implementation	\$ 47,375.00	Requirements have been finalized and presented SOW to customer. Will begin coding once acceptance of SOW received.	8/6/2004	11/15/2005	12/15/2005	
Dept. of Public Safety	Enterprise E-Mail Subscription Service	9/10/04	Overall	\$163,715.00	Have cleared issues previously noted. Meeting with customer to review screen mockups.				
Dept of Agriculture	Soil Conservation Grant application	9/10/04 9/14/05	Planning Added Funding	\$ 10,000.00 \$140,000.00	Submitted first 2 sets of screen mockups to user groups for their review. Compiling changes needs. Also compiling accounting needs the various programs.	11/30/2004			
Dept. of Public Safety	Missing Person's Reports On-line	5/11/2005	Implementation	\$ 40,000.00	Application has been moved into Production environment. DPS home page now links to new site. Awaiting public announcement of new site.		5/11/2005	6/16/2005	11/19/2005
Iowa Civil Rights Commission	Web Access	5/11/2005	Ph 1 Implementation & Ph 2 planning	\$ 75,000.00	Finalized requirements and generated draft of the Statement Of Work. Will begin coding upon acceptance of SOW.	5/12/2005	11/21/2005	12/15/2005	
Dept of Commerce - Alcoholic Beverages	Licensing and Beer/Wine Taxation Web Access	7/13/2005	Implementation	\$108,000.00	<u>Licensing</u> - Have completed initial user acceptance testing. Production release date is currently anticipated to be 12/2. <u>Beer/Wine</u> - Customer has been unable to effectively engage external end users. Is contemplating early Jan push to Production. There is no major coding remaining.			7/13/2005	



IOWAccess Monthly Status Report – November, 2005
Information Technology Enterprise Update

Department	Project Name	Approved	Phase Approved / Funded	Amount	Status	Planning start	Planning End	Coding Start	Completion / Rollout
Dept of Management	Purchasing Results '07	11/9/2005	Implementation	\$ 50,688.00	Have begun implementation of changes needed. Have acquired necessary budget data for structure analysis.		11/1/2005	11/7/2005	1/2/2006
Dept of Management	Electronic Local Budget Submission	11/9/2005	Implementation	\$ 35,000.00	Screen mockups presented to local auditor groups. Finalizing Requirements and draft SOW in preparation for initiating coding.		12/5/2005	12/6/2005	
Dept of Commerce Alcoholic Beverages	Online Order Entry & Inventory Management	9/14/05	Planning	\$ 90,000	With other ABD projects approaching completion are readying to begin this effort.	12/15/2005			
Dept of Commerce Alcoholic Beverages	Licensing / Regulatory Documents Online	9/14/05	Planning	\$ 45,000.00	With other ABD projects approaching completion are readying to begin this effort.	12/15/2005			
Dept. Human Services	Food Stamp Web Intake	1/26/04	Overall	\$100,000.00	See update on page 9.				
Department of Revenue	Electronic Tax Administration	1/26/04	Overall	\$414,000.00	See update on page 9.				
Dept. Natural Resources	Digital Camera / Prof Photo Services for Campsite Photos	9/10/04	Overall	\$ 15,000.00	Completed photography. Web site and reservation service is expected to go into Production in early Jan' 06				1/2/2006
Judicial Branch	Supreme Court Commissions	9/14/2005	Implementation	\$195,955.00					



ITE Completed Projects

Department	Project Name	Approved	Phase Approved / Funded	Amount	Status	Planning start	Planning End	Coding Start	Completion / Rollout
Campaign Ethics	WRS Public Access Improve- ments	11/3/03	Implemen- tation	\$ 20,000.00	Project is complete and has been moved into production.				
Dept. of Public Safety	Missing Person's Reports On- line	9/10/2004	Planning	\$ 5,000.00	Planning completed.				5/2/2005
State Auditor's Office	State audit reports online	6/17/2004	Concept		Completed				9/1/2004
State Auditor's Office	State audit reports online	9/10/2004	Funding	\$ 3,850.00	Project completed and in production.				
Department of Education	Online Teacher License Renewal	Original 11/3/2003 add'l funds - 1/12/05	Implemen- tation	\$445,059.00	https://www.iowaonline.state.ia.us/ boee/controller.aspx?cmd=default				4/19/2005
Dept. of Public Safety	National Sex Offender Public Registry	Discretionary Fund	Overall	Discretionar y Fund	www.nsopr.gov				8/19/2005



Department of Human Services – Food Stamp Web Intake Project

The Department of Human Services (DHS) project manager, Lisa Starr, reports that initial start-up meetings have been held with the appointed DHS Project Sponsor. A work group is being formed that will develop current Use Cases to accommodate the current business requirements and design criteria. Once the Use Cases are complete, the work group will review all ITE project work to date and determine what will be kept and what will need to be modified.

Electronic Tax Administration Program

Recent activity has included

- Sales and Use tax quarterly returns were filed for the quarter ending September 30. The utilization of the E-file & Pay application was outstanding with over 91% of the quarterly returns filed using the new application.
- Targeted mailings to the sales and use tax filers continue to be provided to encourage the participation as well as to offer instructions and assistance.
- Design and now development continues on the remaining applications that are to be implemented January 2006. These include the opportunity for income tax payments to make electronically (i.e. estimated taxes and final payments) and the filing and paying of Motor Vehicle Fuel Taxes. The fuel tax application will be implemented in two phases with Liquefied Petroleum Dealers brought in initially. Later in fiscal 2006 the Suppliers of fuel (i.e. large fuel taxpayers) will be incorporated into the application.
- Also in January the department will continue to offer the individual income tax “telefile” application for 2006 filing season. This service which will be offered for the eighth year provides an easy to use means for filing of income tax returns.
- In October the department initiated the accounting transactions and will complete the drawdown of funds from the lowAccess account in early December. The support of the IOWAccess Advisory Council in these endeavors has been greatly appreciated.